

Office of the Chief Financial Officer



Department Description

The Office of the Chief Financial Officer (CFO) Department includes the Chief Financial Officer, the Director of Strategic Partnerships, and an Executive Secretary.

The CFO is responsible for the City's internal controls over financial reporting and oversees the development and implementation of internal control policies and procedures in all City departments. In addition, the CFO oversees the Office of the City Comptroller, City Treasurer, Debt Management, Risk Management, Financial Management, Department of Information Technology, Enterprise Resource Planning Support, and Corporate Partnerships.

The Department's mission is:

To provide the City of San Diego with the highest quality public services in the areas of financial management, budgeting, fiscal planning, financial reporting, and enterprise resource planning support to ensure financial integrity, fiscal transparency to the public, and to promote accountability in government

Key Performance Indicators

Performance Measure	Actual FY2010	Actual FY2011
1. Grant dollars awarded	\$114.8M	\$42.2M ¹
2. Number of grants applied for (citywide)	37	61

¹ The reason for the decline in grant dollars is due to the City's one-time application for stimulus funds available through the American Recovery and Reinvestment Act of 2009.



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Office of the Chief Financial Officer

Department Summary

		FY2011 Budget		FY2012 Adopted		FY2011–2012 Change
Positions		3.00		3.00		0.00
Personnel Expenditures	\$	497,747	\$	575,054	\$	77,307
Non-Personnel Expenditures		415,886		309,845		(106,041)
Total Department Expenditures	\$	913,633	\$	884,899	\$	(28,734)
Total Department Revenue	\$	500,000	\$	800,000	\$	300,000

General Fund

Department Expenditures

		FY2011 Budget		FY2012 Adopted		FY2011–2012 Change
Office of the Chief Financial Officer	\$	913,633	\$	884,899	\$	(28,734)
Total	\$	913,633	\$	884,899	\$	(28,734)

Department Personnel

		FY2011 Budget		FY2012 Adopted		FY2011–2012 Change
Office of the Chief Financial Officer		3.00		3.00		0.00
Total		3.00		3.00		0.00

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Non-Discretionary Adjustment	0.00	\$ 7,266	\$ -
Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.			
Equipment/Support for Information Technology	0.00	5,000	-
Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.			
Reduction in Travel and Training	0.00	(10,457)	-
Reduction of travel and training expenditures.			
Reduction of Contractual Services	0.00	(98,806)	-
Adjustment to reflect the reduction of contractual services.			
Revised Revenue	0.00	-	300,000
Adjustment to reflect Fiscal Year 2012 revenue projections.			
Total	0.00	\$ (96,997)	\$ 300,000

Expenditures by Category

		FY2011 Budget		FY2012 Adopted		FY2011–2012 Change
PERSONNEL						
Salaries and Wages	\$	307,355	\$	356,629	\$	49,274
Fringe Benefits		190,392		218,425		28,033
PERSONNEL SUBTOTAL	\$	497,747	\$	575,054	\$	77,307

Office of the Chief Financial Officer

Expenditures by Category (Cont'd)

	FY2011 Budget	FY2012 Adopted	FY2011-2012 Change
NON-PERSONNEL			
Supplies	\$ 5,041	\$ 5,041	\$ -
Contracts	392,268	285,426	(106,842)
Information Technology	4,889	5,000	111
Energy and Utilities	4,688	5,208	520
Other	8,000	8,170	170
Capital Expenditures	1,000	1,000	-
NON-PERSONNEL SUBTOTAL	\$ 415,886	\$ 309,845	\$ (106,041)
Total	\$ 913,633	\$ 884,899	\$ (28,734)

Revenues by Category

	FY2011 Budget	FY2012 Adopted	FY2011-2012 Change
Other Financial Sources (Uses)	\$ 500,000	\$ 800,000	\$ 300,000
Total	\$ 500,000	\$ 800,000	\$ 300,000

Personnel Expenditures

Job Number	Job Class	Job Title / Wages	FY2011 Budget	FY2012 Adopted	Salary Range	Total
Salaries and Wages						
20001099	2130	Chief Financial Officer	1.00	1.00	\$59,155 - \$224,099	\$ 203,700
20000924	1876	Executive Secretary	1.00	1.00	43,555 - 52,666	52,929
20001195	2243	Resource Development Officer	1.00	1.00	23,005 - 137,904	100,000
Salaries and Wages Subtotal			3.00	3.00		\$ 356,629
Fringe Benefits						
		Employee Offset Savings				\$ 9,827
		Flexible Benefits				22,869
		Long-Term Disability				2,067
		Medicare				5,259
		Other Post-Employment Benefits				18,123
		Retirement ARC				134,694
		Retirement Offset Contribution				211
		Risk Management Administration				3,009
		Supplemental Pension Savings Plan				17,361
		Unemployment Insurance				1,378
		Workers' Compensation				3,627
Fringe Benefits Subtotal						\$ 218,425
Total Personnel Expenditures						\$ 575,054